



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 2

List View

General Information | [Contact](#) | [Default Values](#) | [Discount](#) | [Document Information](#) | [Clarification Request](#)

Procurement Folder: 925543

SO Doc Code: CRFQ

Procurement Type: Central Purchase Order

SO Dept: 0804

Vendor ID: VS0000014990

SO Doc ID: RMA2200000003

Legal Name: VERTEX ROOFING CONTRACTORS INC

Published Date: 9/23/21

Alias/DBA:

Close Date: 9/28/21

Total Bid: \$16,121.60

Close Time: 13:30

Response Date: 09/24/2021

Status: Closed

Response Time: 11:27

Solicitation Description: Addendum No. 2Replacement of Roof on Pole Building- RMA22005

Responded By User ID: neckley2

Total of Header Attachments: 2

First Name: nicole

Total of All Attachments: 2

Last Name: eckley

Email: nicole@vertexroofinc.cor

Phone: 7039664411



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

**State of West Virginia
 Solicitation Response**

Proc Folder: 925543
Solicitation Description: Addendum No. 2 Replacement of Roof on Pole Building- RMA22005
Proc Type: Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2021-09-28 13:30	SR 0804 ESR09242100000002088	1

VENDOR
 VS0000014990
 VERTEX ROOFING CONTRACTORS INC

Solicitation Number: CRFQ 0804 RMA2200000003
Total Bid: 16121.60000000000036379788070 **Response Date:** 2021-09-24 **Response Time:** 11:27:30
Comments:

FOR INFORMATION CONTACT THE BUYER
 Toby L Welch
 (304) 558-8802
 toby.l.welch@wv.gov

Vendor Signature X **FEIN#** **DATE**

All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Replacement of Shingle Roof	1.00000	LS	16121.600000	16121.60

Comm Code	Manufacturer	Specification	Model #
72152601			

Commodity Line Comments:

Extended Description:

Replacement of shingled roof on a pole building at Vanderlip siding on the South Branch Valley Railroad as per specifications * Lump Sum amount for entire job*



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Centralized Request for Quote
 Construction

Proc Folder: 925543			Reason for Modification: Addendum No. 2 is issued to publish questions with answers/ responses.
Doc Description: Addendum No. 2 Replacement of Roof on Pole Building- RMA22005			
Proc Type: Central Purchase Order			
Date Issued	Solicitation Closes	Solicitation No	Version
2021-09-23	2021-09-28 13:30	CRFQ 0804 RMA2200000003	3

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code: VS0000014990
Vendor Name : Vertex Roofing Contractors Inc.
Address : 9137
Street : Euclid CT
City : Manassas
State : VA **Country :** USA **Zip :** 20110
Principal Contact : Nicole Eckley
Vendor Contact Phone: 703-794-2121 **Extension:**

FOR INFORMATION CONTACT THE BUYER

Toby L Welch
 (304) 558-8802
 toby.l.welch@wv.gov

Vendor
 Signature X

FEIN# 453744003

DATE 09/24/2021

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION

Addendum No. 2 is issued for the following reasons:

- 1) To publish a copy of vendor's questions with answers/responses.

--no other changes--

INVOICE TO**SHIP TO**STATE RAIL AUTHORITY
120 WATER PLANT DRMOOREFIELD
US

WV

STATE RAIL AUTHORITY
(DBA) SOUTH BRANCH
VALLEY RAILROAD
120 WATER PLANT DR
MOOREFIELD
US

WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Replacement of Shingle Roof	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
72152601			

Extended Description:

Replacement of shingled roof on a pole building at Vanderlip siding on the South Branch Valley Railroad as per specifications *
Lump Sum amount for entire job*

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	MEET AT SRA OFFICE BUILDING AT 10:30 A.M.	2021-09-14
2	QUESTIONS ARE DUE BY 4:00 P.M.	2021-09-20

	Document Phase	Document Description	Page
RMA2200000003	Final	Addendum No. 2 Replacement of Roof on Pole Building- RMA22005	3

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

CRFO RMA2200000003

ALL LABOR, MATERIALS, EQUIPMENT, AND SUPPLIES NECESSARY TO REPLACE
ROOF AT SBVR VANDERSLIP SIDING

PRICING PAGE

The undersigned, hereafter called the Bidder, "being familiar with and understanding the bidding documents; and being familiar with the site and all local condition affecting the Project, hereby proposes to furnish labor, material, equipment, supplies and transportation to perform the work as described in the bidding document.

BIDDERS COMPANY NAME: Vertex Roofing Contractors Inc.
ADDRESS: 9137 Euclid CT
Manassas VA 20110

TELEPHONE #: 703-794-2121
EMAIL ADDRESS: nicole@vertexroofinc.com

SECTION A: Removal of existing roof and replacement of new shingles:

SECTION A TOTAL (Enter Lump Sum): \$ 14,996.00

SECTION B: Wooden Decking Replacement price per square foot installed (If needed to replace wood due to damage or rot)

Price Per Square Foot (installed) \$ 4.69

Multiplied by 240 Square Feet (240 square feet based on an estimated quantity for evaluation purposed only. it is not implied and there is no guarantee that any decking will need replaced).

= SECTION B TOTAL (Extended Cost - Sq ft. x 240))

\$ 1,125.60

TOTAL BID AMOUNT (Section A Total + Section B Total)

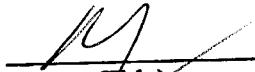
\$ 16,121.60

SIGNATURE: 

PRINTED NAME: Jonathan Zimmer

DATE: 09/24/2021

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.



Vice President
(Name, Title)
Nicole Eckley Vice President

(Printed Name and Title)
9137 Euclid CT Manassas VA 20110

(Address)
703-794-2121 703-794-2112

(Phone Number) / (Fax Number)
nicole@vertexroofinc.com


(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on the vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

Vertex Roofing Contractors Inc.

(Company)



Jonathan Zimmer President
(Authorized Signature) (Representative Name, Title)

Jonathan Zimmer President

(Printed Name and Title of Authorized Representative)

09/24/2021

(Date)

703-794-2121 703-794-2112

(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ RMA2200000003

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

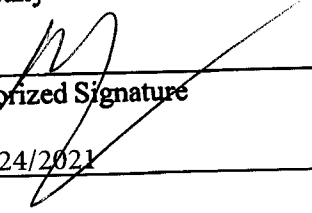
Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:
(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Vertex Roofing Contractors Inc.
Company


Authorized Signature

09/24/2021
Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.

REQUEST FOR QUOTATION
Replacement Roof on Vanderlip Pole Building

11. FACILITIES ACCESS: Performance of Contract Services may require access cards and/or keys to gain entrance to Agency's facilities. In the event that access cards and/or keys are required:

11.1. Vendor must coordinate with the SBVR personnel for keys to the yard where building is located.

11.2. The building is located at the rail yard along Route 50 in Vanderlip, WV.

12. MISCELLANEOUS:

12.1. Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Nicole Eckley

Telephone Number: 703-794-2121

Fax Number: 703-794-2112

Email Address: nicole@vertexroofinc.com



State of West Virginia
DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT
West Virginia Code §21-1D-5

STATE OF ^{DE}WEST VIRGINIA,
COUNTY OF Prince William TO-WIT:

I, Jonathan Zimmer, after being first duly sworn, depose and state as follows:

- 1. I am an employee of Vertex Roofing Contractors Inc.; and,
(Company Name)
- 2. I do hereby attest that Vertex Roofing Contractors Inc.
(Company Name)

maintains a written plan for a drug-free workplace policy and that such plan and policy are in compliance with **West Virginia Code §21-1D**.

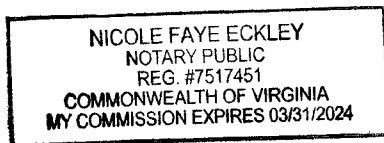
The above statements are sworn to under the penalty of perjury.

Printed Name: Jonathan Zimmer
 Signature: [Signature]
 Title: President
 Company Name: Vertex Roofing Contractors Inc.
 Date: 09/24/2021

Taken, subscribed and sworn to before me this 24 day of September, 2021.

By Commission expires 03-31-2024

(Seal)



[Signature]
(Notary Public)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §81-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Vertex Roofing Contractors Inc.

Authorized Signature: _____ Date: 09/24/2021

State of Virginia

County of Prince William, to-wit:

Taken, subscribed, and sworn to before me this 24 day of September, 2021.

My Commission expires 03-31-2024, 2024.

AFFIX SEAL HERE

NICOLE FAYE ECKLEY
NOTARY PUBLIC
REG. #7517451
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES 03/31/2024

NOTARY PUBLIC

Purchasing Affidavit (Revised 01/19/2018)

Subcontractor List Submission (Construction Contracts Only)

Bidder's Name: Vertex Roofing Contractors Inc.

Check this box if no subcontractors will perform more than \$25,000.00 of work to complete the project.

Subcontractor Name	License Number if Required by W. Va. Code § 21-11-1 et. seq.

Attach additional pages if necessary

Agency _____
REQ.P.O# _____

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Vertex Roofing Contractors, Inc.
of 9137 Euclid Ct., Manassas, VA 20110, as Principal, and Selective Insurance Company of
America of 40 Wantage Ave., Branchville, NJ 07890, a corporation organized and existing under the laws of the State of _____
with its principal office in the City of NJ, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligees, in the penal sum of Five Percent of Amount Bid (\$ 5%) for the payment of which,
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for
Replacement of Roof on Pole Building- RMA22000003, 120 Water Plant Dr., Morrefield, WV

NOW THEREFORE,

(a) If said bid shall be rejected, or
(b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no
event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no
way impaired or affected by any extension of the time within which the Obligees may accept such bid, and said Surety does hereby
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and
Surety, or by Principal individually if Principal is an individual, this 28th day of September, 2021.

Principal Seal

Vertex Roofing Contractors, Inc.

(Name of Principal)

By [Signature] Jonathan Zimmer
(Must be President, Vice President, or
Duty Authorized Agent)

President
(Title)

Surety Seal

Selective Insurance Company of America

(Name of Surety)

[Signature]
Attorney-in-Fact
Clinton Diers

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and
must attach a power of attorney with its seal affixed.**

SELECTIVE
BE UNIQUELY INSURED™

Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

Bond No: Bid Bond
Principal: Vertex Roofing Contractors, Inc.
Obligee: State of West Virginia

POWER OF ATTORNEY

SELECTIVE INSURANCE COMPANY OF AMERICA, a New Jersey corporation having its principal office at 40 Wantage Avenue, in Branchville, State of New Jersey ("SICA"), pursuant to Article VII, Section 1 of its By-Laws, which state in pertinent part:

The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

does hereby appoint: Clinton Diers

Alexandria, VA

, its true and lawful attorney(s)-in-fact, full authority to execute on SICA's behalf fidelity and surety bonds or undertakings and other documents of a similar character issued by SICA in the course of its business, and to bind SICA thereby as fully as if such instruments had been duly executed by SICA's regularly elected officers at its principal office, in amounts or penalties not exceeding the sum of: **NO ONE BOND TO EXCEED TEN MILLION (\$10,000,000.00)**

Signed this 28th day of September, 2021

SELECTIVE INSURANCE COMPANY OF AMERICA

By: 

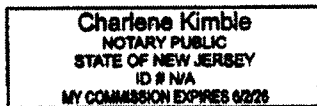
Brian C. Sarisky
Its SVP, Chief Underwriting Officer, Commercial

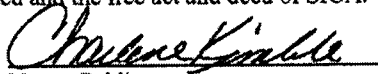


CERTIFIED COPY

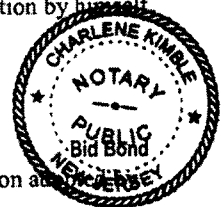
STATE OF NEW JERSEY :
 :ss. Branchville
COUNTY OF SUSSEX :

On this 28th day of September, 2021 before me, the undersigned officer, personally appeared Brian C. Sarisky, who acknowledged himself to be the Sr. Vice President of SICA, and that he, as such Sr. Vice President, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as Sr. Vice President and that the same was his free act and deed and the free act and deed of SICA.





Notary Public



The power of attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of SICA at a meeting duly called and held on the 6th of February 1987, to wit:

"RESOLVED, the Board of Directors of Selective Insurance Company of America authorizes and approves the use of a facsimile corporate seal, facsimile signatures of corporate officers and notarial acknowledgements thereof on powers of attorney for the execution of bonds, recognizances, contracts of indemnity and other writing obligatory in the nature of a bond, recognizance or conditional undertaking."

CERTIFICATION

I do hereby certify as SICA's Corporate Secretary that the foregoing extract of SICA's By-Laws and Resolutions are in full force and effect and this Power of Attorney issued pursuant to and in accordance with the By-Laws is valid

Signed this 28th day of September, 2021



Michael H. Lanza, SICA Corporate Secretary

